

DD/A Registry

DD/S 70-4915

MEMORANDUM FOR: Director of Training

SUBJECT : Women Candidates for CSC Executive Seminars

1. Further to Miss Ruth Gillard's memorandum to you of 15 December 1970 on this subject, the DD/S has asked that you instruct your Training Officers in Agency components to look for opportunities to nominate women. While not mentioned in the CSC letter to the Executive Director-Comptroller (attachment to Miss Gillard's memorandum), we would do well to give equal attention to members of minority groups.

2. The DD/S does not wish to raise the issue to a higher policy level within the Agency, preferring instead to deal with it at the level where he believes there will be the greatest chance of positive accomplishment, i.e., component Training Officers.



EEO Officer
Support Directorate

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SA-DD/S/AMW:bak(18 Dec . 70)

Distribution:

Orig. - Addressee

✓ - DD/S Subject (AMW EEO Files)

1 - DD/S Chrono

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TO:		DATE	
ROOM NO.		BUILDING	
2 E 45		Hqs.	
REMARKS:			
<p>FYI and action through your channels.</p> <p>P.S. The same situation pertains re minority group members.</p>			
FROM: Ruth Gillard, Dir., EEO			
ROOM NO.	BUILDING	EXTENSION	

FORM NO. 241
1 FEB 55

REPLACES FORM 36-8
WHICH MAY BE USED.

(47)

S E C R E T

15 December 1970

MEMORANDUM FOR: Mr. Hugh Cunningham, Chairman, Training Selection Board

SUBJECT: Women Candidates for CSC Executive Seminars at Kings Point

1. The Executive Director of the CSC has addressed several letters to us concerning the small number of women sent to its Executive Seminar Centers. [See attached.] I also understand that the CSC has consistently allotted us fewer places than we have requested each year, e.g., fourteen instead of the thirty-eight for selected seminars out of the eighteen held this year. However, I would be reluctant to ask Mr. Oganovic to increase our quota of slots simply for women. Such an action could not but reflect adversely upon the Agency.

2. We have sent one woman to the Executive Seminar in the last seven years, namely in 1967. I understand that one woman has been recommended among the five candidates for the January session at Kings Point. I do not now or ever intend to make a special plea for any opportunity for any woman simply on the basis of sex. However, I do ask you and the Board to give serious consideration to the qualifications of women candidates, i.e., specifically with regard to the advantage of such a seminar to the development of their careers and equally to the increase of their capabilities for utilization by the Agency.

3. I am aware that the grade qualifications for the seminar are GS-13 through GS-15. I am concerned that, given the smaller number of women in these grades, those who are legitimate candidates might be disadvantaged in any competition for a single slot with regard to grade and perhaps range of experience. We do have a chicken and egg problem with regard to advancement through positions with increasing supervisory/management responsibilities. This, of course, is not restricted to the situation of women, or to this Agency. However, it probably affects women more generally. Therefore, if we can look at equality of opportunity in the broadest sense, as indicated above, we might control the cause-effect cycle as it might affect some women.

4. I would appreciate it if you, as Chairman of the Training Selection Board, would convey these thoughts to your Board members. It goes without saying that the problem of sending more women to the seminars starts with the scarcity of recommendations from the components. Anything you can do to stimulate proper action in this area would be most productive, for it is here that the basic problem rests.

Ruth Gillard
Director, EEO

cc: EEO Officers

S E C R E T

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED		CONFIDENTIAL	
OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	Deputy Director for Support		
2			
3			
4			
5			
6			
	ACTION	DIRECT REPLY	PREPARE REPLY
	APPROVAL	DISPATCH	RECOMMENDATION
	COMMENT	FILE	RETURN
	CONCURRENCE	INFORMATION	SIGNATURE
Remarks:			
<p>For your information and appropriate action in meeting this requirement.</p> <p>ExDir has not seen.</p> <p>cc: EEOO (Ruth Gillard)</p>			
FOLD HERE TO		SENDER	
FROM: NAME, ADDRESS		NO.	DATE
O/Executive Director/		7D59	10Dec70

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UNITED STATES CIVIL SERVICE COMMISSION

WASHINGTON, D.C. 20415

Executive Registry

IN REPLY PLEASE REFER TO

YOUR REFERENCE

Honorable Lawrence K. White
Executive Director - Comptroller
Central Intelligence Agency
Washington, D. C. 20505

Dear Mr. White:

Commission staff recently testified before Mrs. Edith Green's Special Sub-committee on Education on matters relating to equal opportunity for women in the Federal Government. During the hearing, Mrs. Green held up photographs which had appeared in the Federal Times showing the composition of the graduating classes of the U. S. Civil Service Commission Executive Seminar Centers at Kings Point, New York and Berkeley, California. They were either all male or, at best, included one or two women.

In response to a letter from Mrs. Green on September 8, we sent her the following statistics:

Participants at the Executive Seminar Centers, FY 1970:

	<u>Total</u>	<u>Female</u>	<u>Male</u>
Kings Point, New York	622	23	599
Berkeley, California	642	8	634

Total persons trained at the Centers to date:

Kings Point (opened 1963)	4,076	129	3,947
Berkeley (opened 1967)	2,500	39	2,461

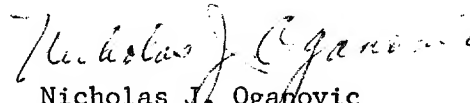
On June 8, 1970, I wrote the Directors of Personnel, Directors of Equal Employment Opportunity and Federal Women's Program Coordinators concerning the need to assure that women employees at the appropriate grade levels are given full consideration for various training opportunities.

On September 11, 1970, I again wrote them, urging that their personal attention be directed to the inclusion of women at the Executive Seminar Centers, as well as in all types of training classes.

Some agency officials, I am sure, have been very responsive and should be commended for their efforts in working toward increasing the number of women participants in various training classes. However, since it is essential that the composition of the classes at the Executive Seminar Centers be representative of our workforce, I ask that you follow up to determine what has been done in your agency to date. There are many women employees at grades 13, 14 and 15, which are the usual grades from which selections are made, who would meet the criteria for selection. We cannot say we are providing equal opportunity for women if they are not given equal opportunity for training at these top-quality Centers.

Please give this matter your personal attention in connection with selections for Kings Point and Berkeley.

Sincerely yours,


Nicholas J. Oganovic
Executive Director